

Stafford County Utilities Commission
Meeting Minutes
September 13, 2011

I. Call to order

Chairman Bill Tignor called to order the regular meeting of the Utilities Commission at the Stafford County Administration Center on September 13, 2011 in the A, B, C Conference Room.

II. Roll call

Cheryl Giles conducted a roll call. The following persons were present: Steven Apicella, Lloyd Chittum, Bob Gibbons, Danny Kim, Bill Tignor and Clarence Young. Harry Critzer, Janet Spencer, Deidre Jett and Cheryl Giles were present for the Utilities Department.

III. Public Presentations

There were no public presentations.

IV. Approval of minutes from last meeting

The August 9, 2011 minutes were approved as written. Mr. Gibbons asked for clarification in the minutes regarding the original CIP borrow amount of \$94M.

V. Commission Members' Comments

Mr. Gibbons commented that he attended the Finance, Audit and Budget (FAB) committee meeting on August 16th. Mr. Gibbons reported that the Board appreciated the work that was put into reducing the CIP borrow amount. They expressed concern with funding of the CIP and recommended the Commission review it.

Mr. Tignor asked for an update on the Stafford Meadows water and sewer system. Mr. Critzer responded that it was determined that the issue would be tabled until the Commission heard back from a Stafford Meadows HOA representative and as of today's date no responses had been received from their representative.

VI. Director's Report

Mr. Critzer reported the following items:

- At the October 18th Board meeting, staff will ask the Board to adopt the Water Supply Plan.
- At the September 6th Board meeting, the Board authorized the issuance and sale of water and sewer system revenue bonds.
- Due to the heavy rainfalls, the Aquia WWTF had a large pipe section that was washed out, the Austin Run Pump Station force main was washed out, both water treatment facilities experienced treatment problems, and Smith Lake experienced elevated levels of iron and manganese.
- Both reservoir levels are above normal.
- The bid date for the Rocky Pen Run Treatment Facility has been changed due to extensive questions received from the bidders.
- Thirteen firms submitted to be pre-qualified to bid on construction of the Rocky Pen Run Dam and Reservoir.

Mr. Gibbons recommended sending a letter to the Board of Supervisors commending the field crew mechanics and treatment facilities staff for working through the weekend to repair damages and address other operational challenges.

Mr. Gibbons asked if there was any damage from the earthquake and inquired how the damage was assessed. Mr. Critzer responded that there were a few bricks that fell at the Falls Run Pump Station and damages were assessed by examining the facilities for cracks. None were found.

Mr. Gibbons commented that Mr. Sterling would be contacting staff with regards to the Roseville Plantation waterline project. Several of the project participants have complained about conditions of the streets due to construction.

VII. New Business

Draft FY13-FY22 CIP

Mr. Critzer reported that staff used the suggestions by the Commission to look at other options for funding the CIP. Staff expects to meet with county finance on September 23rd to review the alternatives. At the October 11th commission meeting, staff plans to present the draft CIP for members' comments. Then the draft CIP would be presented at the November 15th Board meeting.

Mr. Gibbons suggested that Commission members attend financial meetings, so they could gain a better insight of information presented at the meetings. Mr. Critzer informed the Commission that the next FAB meeting is scheduled to be held on October 18th at 1:30pm.

Mr. Apicella requested a copy of the draft FY13-FY22 CIP be sent to members prior to the October 18th FAB meeting.

VIII. Adjournment

Mr. Tignor adjourned the meeting at 7:25pm.

Minutes submitted by:


Danny Kim,
Recording Secretary